

Requesting a documents lodged report (RA66) - AU

RA65/66

You can request a report from ASIC listing all documents lodged from a certain date.

To request a documents lodged report

1. Select **All clients** and click **Corporate admin** on the top menu bar. The **Client lodgements** page appears.
2. Click the **Agent lodgements** button on the secondary navigation menu. The **Agent lodgements** page appears.
3. Click the **Prepare form** button at the top-right of the page.
4. Click **Prepare form** next to **Documents lodged report**. The **Registered agent documents lodged report** page appears.
5. Type the company name in the **Search for company** field. As you type, a list of companies appear in the dropdown list.

Registered agent documents lodged report

Form RA65

Select a company to lodge a documents lodged report for

TRIANGLE KEYRING PTY LTD

What date do you wish to run the report from?

01/01/2019

I hereby declare that this information is true and that I am authorised to give this notification to ASIC.

Cancel Lodge form

6. Enter the date you want to run the report from. The report will list all documents lodged after this date.

7. Select the **I hereby declare that this information is true and that I am authorised to give this notification to ASIC** checkbox.
8. Click **Lodge form**.

To view the documents lodged report for a company

1. Select **All clients** and click **Corporate admin** on the top menu bar. The **Client lodgements** page appears.
2. Click the **Agent lodgements** button on the secondary navigation menu. The **Agent lodgements** page appears.
3. Click the ellipses button for the **Documents lodged report** received and choose **View documents**.